

## **My Leave fixes implemented, biweekly upload deadline extended to noon Feb. 15** <sup>[1]</sup>

February 13, 2019 by [Employee and Information Services](#) <sup>[2]</sup>

Fixes are now in place for issues with Javascript error messages and approvals in My Leave. To see these updates, please [clear your cache](#) <sup>[3]</sup> before logging into the [portal](#) <sup>[4]</sup>.

As a result, the biweekly upload deadline has been extended to noon Friday, Feb. 15.

### **Note for Approvers**

Please check your Approvals page for timesheet outstanding approvals. The portal's notification bell may not show retroactive timesheets in need of approval.

#### **To check for outstanding approvals:**

1. Open the CU Resources center dropdown menu, select **Manager**.
2. Click the **Approve Time** tile.
3. In the Approval Inbox, set the **Transaction Type** to "CUTimesheetApproval" and press the **Search** button. Any outstanding approvals will display.

Please report any issues to the HCM Help Desk at [hcm\\_community@cu.edu](mailto:hcm_community@cu.edu) <sup>[5]</sup> or 303-860-4200, option 2.

Thank you for your patience during this process.

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My Leave fixes implemented, biweekly upload deadline extended to noon Feb. 15

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